

Allison Haack

1111 6th Avenue, Burling Library

Grinnell College Libraries

Grinnell, IA 50112

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PROFESSIONAL EXPERIENCE

Digital Curation and Archives Specialist, Grinnell College Libraries, Grinnell, IA, January 2026—Present

- Process collections using MPLP and DACS standards
- Create accurate and detailed finding aids using ArchivesSpace
- Assist in planning and managing class visits to Special Collections & Archives
- Curate digitized and born-digital content for inclusion in Preservica
- Create, maintain, and implement retention schedules for college offices and departments
- Curate digitized materials for inclusion in JSTOR Seeklight
- Digitize archival photographs and materials utilizing archival FADGI standards
- Create metadata and upload images into institutional repository, Digital Grinnell

Library Special Collections and Archives Assistant, Grinnell College Libraries, Grinnell, IA, November 2014—January 2026

- Hire, train, and supervise three-six undergraduate student workers
- Research archival reference questions and assist patrons
- Process collections using MPLP and DACS standards
- Maintain accurate and up-to-date accession records
- Create accurate and detailed finding aids in ArchivesSpace
- Assist in planning and managing class visits to Special Collections & Archives

- Research and curate engaging and educational exhibits using archival material, manuscripts, and rare book collection
- Conduct Special Collections and Archives outreach through social media content and in-person events
- Digitize archival photographs and materials utilizing archival FADGI standards
- Create metadata and upload images into institutional repository, Digital Grinnell
- Member of Outreach Cluster
 - Assist with Grinnell College Libraries events
 - Manage social media accounts for Grinnell College Libraries

Graduate Assistant, Indiana University Archives, Bloomington, IN, August 2013–July 2014

- Processed archival collections using MPLP and DACS processing standards
- Created accurate finding aids and inventory lists for processed collections
- Preserved records through foldering and boxing
- Conducted archival research for patron and researcher inquiries
- Wrote engaging and educational posts for IU Archives blog
- Working knowledge of EAD XML finding aids
- Researched and designed exhibit on Indiana University community during WWI

Manuscripts Processing Intern, Lilly Library, Bloomington, IN, January 2013–May 2014

- Processed archival manuscript collections using MPLP and DACS processing standard
- Created accurate finding aids and inventory lists for processed collections
- Accessioned collections, preparing them for cataloging and processing
- Preserved records through foldering and boxing

Student Assistant, Center for the Study of History and Memory, Bloomington, IN, May 2013–August 2013

- Edited Bloomington Cares Oral History Project transcripts to ensure accuracy

- Edited EAD finding aids to accurately reflect changes to records
- Filled public requests for oral history transcripts
- Created table of contents and index for Henry Glassie oral history transcript
- Accurately transcribed and edited oral history interviews

Graduate Assistant, Wylie House, Bloomington, IN, August 2012–May 2013

- Created metadata and summaries for Access document of Wylie family letters
- Created metadata for Wylie House photograph collection
- Conducted research on museum specific topics using Wylie family letters
- Inventoried books in Wylie House collection; created and updated associated PastPerfect records

Library Assistant, David D. Palmer Health Sciences Library, Davenport, IA, August 2010–July 2012

- Transcribed and edited oral history interviews for special collections and archives
- Maintained leisure reading collection and new bookshelf
- Publicized new book list in faculty and staff newsletter
- Assisted students and faculty in item searches using Sirsi Dynix Symphony
- Fulfilled Interlibrary Loan electronic and print requests
- Coordinated new required textbooks for library purchase
- Created engaging content for library Twitter feed
- Brainstormed and wrote posts for the library blog
- Accurately entered new student data into Sirsi Dynix each semester

EDUCATION

B.A. in History

Summa Cum Laude and Epsilon Sigma (Simpson College Honor Society)
Simpson College, 2010

M.L.S with Specialization in Archives and Records Management

University of Indiana Bloomington, 2014

Certificate in Museum Studies

University of Iowa, 2025

CONTINUING EDUCATION

Rare Book School at the University of Virginia, July 8-12, 2024

The Printed Book in the West to 1800

PUBLICATIONS

- Jones, Phil, Allison Haack, and Jocelyn Krueger. "Colleague Collaboration to Curate an Exhibit for a First-Year Tutorial," in *Brick and Click Libraries: Proceedings of an Academic Libraries Symposium* (November 7, 2025). Maryville, MO: Northwestern Missouri State University, 2025.
- Michelson, Laura and Allison Haack. "Imagined Libraries and Immersive Special Collections Instruction: A Visit to Enlightenment Britain" in *Archives and Primary Source Handbook*. New Prairie Press, 2025, 145-162.
<https://newprairiepress.org/ebooks/55/>
- Michelson, Laura, Allison Haack, and Christopher Jones. "Defending Wonder: Adapting an Archival Tour in a Digital Environment," in *Brick and Click Libraries: Proceedings of an Academic Libraries Symposium* (November 2021). Maryville, MO: Northwestern Missouri State University, 2021.
- Jones, Christopher, Monique Shore, Allison Haack, and Julia Bauder. "Town-Town-Gown Relations: Managing a County-Wide Collaborative Digital Community Archive," in *Brick and Click Libraries: Proceedings of an Academic Libraries Symposium* (19th, November 8, 2019). Maryville, MO: Northwestern Missouri State University, 2019.
- Haack, Allison, Michelle Gordon, Hannah Keeney, and Allison Kartman, "New Archivists Seeking Employment: Exploring Entry-Level Jobs in Archives." *Archival Issues*, 38 (1) 19-42.

- Gordon, Michelle, Allison Haack, Rebecca Vernon, Tiffany Sautler, and Debora Shaw, "Multiple Copies of Bestsellers in Public Libraries: How Much Is Enough?" *Public Library Quarterly*, 33 (2) 145-154.

PRESENTATIONS AND POSTERS

- Jones, Phil, Allison Haack, and Jocelyn Krueger. "Colleague Collaboration to Curate an Exhibit for a First-Year Tutorial." Brick & Click, Northwestern Missouri State University, November 7, 2025.
- Jones, Phil, Allison Haack, and Jocelyn Krueger. "Cultivating Difference: Collaborative Curation of a First-Year Seminar Exhibit." Consortium of Iowa Archivists Annual Meeting, July 18, 2025.
- Haack, Allison and Christopher Jones. "Photo Crowdsourcing at Grinnell College Alumni Reunion." Midwest Archives Conference poster session. May 3, 2024.
- Mertens, Jane, Allison Haack, and Laura Michelson. "Productivity Cafe: A Goal Setting and Information Literacy Event in an Undergraduate Academic Library." American Library Association poster session. June 2023.
- Michelson, Laura, Allison Haack, and Christopher Jones. "Defending Wonder: Adapting an Archival Tour in a Digital Environment." Brick & Click, November 5, 2021.
- Haack, Allison and Laura Michelson. "A Virtual Open House with the Salisbury House Library Collection." Grinnell College Staff Development Summer Workshop, June 21, 2021.
- Haack, Allison and Jane Mertens. "The Grinnell College Jolabokaflod." ILA/ACRL & IPAL Virtual Spring Conference, May 20, 2021.
- Haack, Allison and Christopher Jones. "Things from the Attic: How to Care for Old Photographs, Letters, and Papers at Home." Grinnell College Staff Development Fall Workshop, Grinnell, IA, December 2, 2020.
- Haack, Allison. "Introduction to Special Collections and Archives." Grinnell College Staff Development Fall Workshop, November 20, 2020.

- Jones, Christopher, Allison Haack, Monique Shore, and Julia Bauder.
“Town-Town-Gown Relations: Managing a County-Wide Collaborative Digital Community Archive.” Brick & Click, Maryville, MO, November 8, 2019.
- Haack, Allison, Michelle Gordon, Allison Siekman, and Hannah Keeney, “New Archivists Seeking Employment: Exploring Entry-Level Jobs in Archives,” Indiana University SAA Student Chapter Conference. Bloomington, IN, March 8, 2014.
- Haack, Allison, Alessandro Mereaglia, and Carrie Schwier, “Indiana University and the Great War: Student, Alumni, and Professor Involvement in World War I,” Indiana University-Bloomington Libraries In-House Institute. Bloomington, IN, May 12, 2014.

PROFESSIONAL ASSOCIATIONS AND SERVICE

Professional

- Iowa Preservation and Conservation Consortium, 2021—present
 - Board Member; Treasurer June 2021—present
- Consortium of Iowa Archivists, 2015—present
- Midwest Archives Conference, 2015—present
- Society of American Archivists—Indiana University Student Chapter, Fall 2012—Spring 2014
 - Student Chapter President, 2013—2014

Grinnell College

- Grinnell College Staff Council, Fall 2019—Spring 2022
- Ladies Education Society, Fall 2025—present

Community

- Grinnell Historical Museum, Board Member, March 2016—present
 - Collections Committee
 - Events Committee
 - Promotions Committee
- Friends of Drake Community Library, March 2022—present
 - Co-president, Fall 2025—present

- Grinnell United Methodist Church
 - Congregational Care Team, Fall 2022– present
 - Staff Parish Relations Committee, January 2021—present
 - Connections Committee, October 2017—December 2020
- Grinnell Parks and Recreation, Board Member, 2018 – 2023
- Archives Volunteer, Putnam Museum, August 2014—November 2014
- Student Volunteer, Wylie House, May 2013—July 2014
- P.E.O. (Philanthropic Education Organization), 2009—present
 - Chapter NF: Chaplain, Guard, Recording Secretary, Vice-President, President